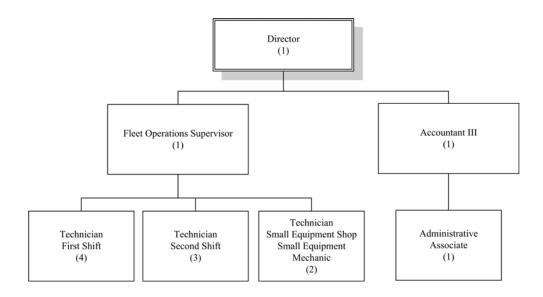


FLEET SERVICES





Fleet Services. Provides a full spectrum of fleet related services for all City vehicle and small engine equipment customers. These services include vehicle and small engine equipment acquisition and replacement planning, fueling, preventive and routine maintenance. The Department oversees all fueling services within the City and the maintenance and automotive stores facilities within the Public Works complex at 1650 Memorial Avenue.



Transfer from City/Federal/State Aid Pund 13 13 13 13 13 13 13 1		Actual FY 2003	Adopted FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005	Adopted FY 2005
PIND SUMMARY	POSITION SUMMARY					
RECINNING FUNDS	Total FTE Positions	13	13	13	13	13
Warehouse Inventory	FUND SUMMARY					
Warehouse Inventory	BEGINNING FUNDS	\$1,359,316	\$455,475	\$478,271	\$478,271	\$478,271
Warehouse Inventory	REVENUES					
Fuel Sales 377,825 393,377 525,166 525,166 524,803 Vehicle Administration 213,696 213,569 213,569 213,206 Vehicle Administration 203,718 194,210 206,589 206,589 203,878 Labor Sales 472,824 452,024 487,971 487,971 480,050 More Sales 472,824 452,024 487,971 487,971 480,050 More Sales 472,824 452,024 487,971 487,971 480,050 More Sale Sale Sale Sale Sale Sale Sale Sal		\$414 401	\$422,122	\$416,605	\$416 605	\$415 953
Mechanical Work by Vendors		. ,				
Vehicle Administration						
Labor Sales 472,824 452,024 487,971 487,971 480,050 Bond Proceeds 1,208,800 660,000 65				,	,	
Bond Proceeds 1,208,800 660,000 650,000 650,000 650,000 Miscellaneous 6,897 0 0 0 0 0 0 0 0 0						
Interest on Investments	Bond Proceeds					
Miscellaneous	Interest on Investments	6,897	0	0		0
Transfer from Gierral Fund 623,000 657,437 1,057,000 857,000 857,000 Transfer from City/Federal/State Aid Fund 0 0 0 0 229,000 229,000 229,000 229,000 Transfer From Solid Waste Management Fund 123,269 161,000 144,000 144,000 144,000 144,000 Transfer From Sewer Operating Fund 448,651 297,000 120,000 120,000 120,000 120,000 Transfer From Sewer Operating Fund 448,651 297,000 120,000 120,000 120,000 Transfer From Sewer Operating Fund 448,651 297,000 120,000 33,889,900 \$3,877,890	Miscellaneous		0	0	0	0
Transfer from Gierral Fund 623,000 657,437 1,057,000 857,000 857,000 Transfer from City/Federal/State Aid Fund 0 0 0 0 229,000 229,000 229,000 229,000 Transfer From Solid Waste Management Fund 123,269 161,000 144,000 144,000 144,000 144,000 Transfer From Sewer Operating Fund 448,651 297,000 120,000 120,000 120,000 120,000 Transfer From Sewer Operating Fund 448,651 297,000 120,000 120,000 120,000 Transfer From Sewer Operating Fund 448,651 297,000 120,000 33,889,900 \$3,877,890	Sale/Salvage of Surplus Property		40,000	40,000	40,000	40,000
Transfer From Solid Waste Management Fund 123,269 161,000 124,000 124,000 144,000 144,000 144,000 144,000 173,165 161,000 120,000		623,000	657,437	1,057,000	857,000	857,000
Transfer From Water Operating Fund 123,269 161,000 144,000 144,000 120,000	Transfer from City/Federal/State Aid Fund	0	0	0	0	0
Transfer From Sewer Operating Fund	Transfer From Solid Waste Management Fund	502,713	385,000	229,000	229,000	229,000
EXPENDITURES	Transfer From Water Operating Fund	123,269	161,000	144,000	144,000	144,000
EXPENDITURES Salaries S421,192 S498,878 S471,061 S471,061 Employee Benefits 120,881 153,512 164,431 164,431 160,759 Contractual Services S471,061	Transfer From Sewer Operating Fund	448,651	297,000	120,000	120,000	120,000
Salaries \$421,192 \$498,878 \$471,061	TOTAL REVENUES	\$4,718,741	\$3,873,268	\$4,089,900	\$3,889,900	\$3,877,890
Salaries \$421,192 \$498,878 \$471,061						
Contractual Services						
Contractual Services Admintenance and Repair 6,041 10,396 12,543 12,543 12,543 Professional Services 131 0 10,000 10,000 10,000 Temporary Personal Services 0 1,000 1,000 1,000 1,000 Printing and Binding Services 152 0 0 0 0 Advertising and Public Relations Services 555 0 0 0 0 0 Refuse Disposal, Hazard Waste, Other Services 56,097 75,315 62,695 62,695 62,695 62,695 10,269 0 <td< td=""><td></td><td></td><td>,</td><td></td><td></td><td></td></td<>			,			
Maintenance and Repair 6,041 10,396 12,543 12,543 12,543 Professional Services 131 0 10,000 10,000 10,000 Temporary Personal Services 0 1,000 1,000 1,000 1,000 Printing and Binding Services 152 0 0 0 0 Advertising and Public Relations Services 555 0 0 0 0 Refuse Disposal, Hazard Waste, Other Services 56,097 75,315 62,695 62,695 62,695 Information Technology 3,870 0 0 0 0 0 Miscellaneous Supplies 1,126 0 0 0 0 0 Other Charges Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 22,000 22,000 22,000 22,000 22,000 22,000 22,000 22,000 22,000 22,000 20	* *	120,881	153,512	164,431	164,431	160,759
Professional Services						
Temporary Personal Services 0 1,000 1,000 1,000 Printing and Binding Services 152 0 0 0 0 Advertising and Public Relations Services 555 0 0 0 0 0 Refuse Disposal, Hazard Waste, Other Services 56,097 75,315 62,695 62,695 62,695 Information Technology 3,870 0 0 0 0 0 Miscellaneous Supplies 1,126 0 0 0 0 0 Other Charges 0 1,126 0 0 0 0 0 0 Other Charges 0 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 22,	1		,			
Printing and Binding Services 152 0 0 0 0 Advertising and Public Relations Services 5555 0 0 0 0 0 Refuse Disposal, Hazard Waste, Other Services 56,097 75,315 62,695 62,695 62,695 Information Technology 3,870 0 0 0 0 0 Miscellaneous Supplies 1,126 0 0 0 0 0 Other Charges Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 20,000 20,000 20,000 20,000 20,000 22,000 </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>						
Advertising and Public Relations Services 555 0 0 0 0 Refuse Disposal, Hazard Waste, Other Services 56,097 75,315 62,695 62,695 62,695 Information Technology 3,870 0 0 0 0 0 Miscellaneous Supplies 1,126 0 0 0 0 0 Other Charges Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 20,000 20,000 Travel and Training 20,686 20,500 22,000 22,000 22,000 22,000 Telecommunications 2,812 3,286 3,286 3,286 3,286 3,286 3,286 9,286 2,280 2,200 22,000 22,000 22,000 22,000 260 620 620 620 620 620 620 620 620 620 620 620 620 620 620 620	- ·					
Refuse Disposal, Hazard Waste, Other Services 56,097 75,315 62,695 62,695 62,695 Information Technology 3,870 0 0 0 0 0 Miscellaneous Supplies 1,126 0 0 0 0 0 Other Charges Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 20,000 20,000 Travel and Training 20,686 20,500 22,000 20,000 20,000						
Information Technology 3,870 0 0 0 0 0 0 0 0 0						-
Miscellaneous Supplies 1,126 0 0 0 0 Other Charges Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 20,000 20,000 Travel and Training 20,686 20,500 22,000 22,000 22,000 22,000 Telecommunications 2,812 3,286 3,286 3,286 3,286 3,286 Postage and Mailing 244 620 62			,			
Other Charges Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 20,000 Travel and Training 20,686 20,500 22,000 22,000 22,000 Telecommunications 2,812 3,286 3,286 3,286 3,286 Postage and Mailing 244 620 620 620 620 Fuel and Inventory Expenses 798,682 880,000 1,004,500 1,004,500 1,004,500 Miscellaneous Other Charges 15,700 1,000 1,000 1,000 1,000 Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental Employee Benefits 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 0 Debt Service <	=:					
Supplies and Materials 29,014 25,360 24,300 32,800 32,800 Utilities 20,557 21,000 20,000 20,000 20,000 Travel and Training 20,686 20,500 22,000 22,000 22,000 Telecommunications 2,812 3,286 3,286 3,286 3,286 Postage and Mailing 244 620 620 620 620 Fuel and Inventory Expenses 798,682 880,000 1,004,500 1,004,500 1,004,500 Miscellaneous Other Charges 15,700 1,000 1,000 1,000 1,000 Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,65		1,126	0	0	0	0
Utilities 20,557 21,000 20,000 20,000 20,000 Travel and Training 20,686 20,500 22,000 22,000 22,000 Telecommunications 2,812 3,286 3,286 3,286 3,286 Postage and Mailing 244 620 620 620 620 Fuel and Inventory Expenses 798,682 880,000 1,004,500 1,004,500 1,004,500 Miscellaneous Other Charges 15,700 1,000 1,000 1,000 1,000 Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS	9	20.014	25.260	24 200	22 000	22 000
Travel and Training 20,686 20,500 22,000 22,000 22,000 Telecommunications 2,812 3,286 3,286 3,286 3,286 Postage and Mailing 244 620 620 620 620 Fuel and Inventory Expenses 798,682 880,000 1,004,500 1,004,500 1,004,500 Miscellaneous Other Charges 15,700 1,000 1,000 1,000 1,000 Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087	• •					
Telecommunications 2,812 3,286 620 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>						
Postage and Mailing 244 620 620 620 620 Fuel and Inventory Expenses 798,682 880,000 1,004,500 1,004,500 1,004,500 Miscellaneous Other Charges 15,700 1,000 1,000 1,000 1,000 Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental Employee Benefits 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087						
Fuel and Inventory Expenses 798,682 880,000 1,004,500 1,004,500 1,004,500 1,004,500 1,004,500 1,000 1,276 1,276 1,276 1,276 1,276 1,276 1,276 1,276 1,276 1,276 1,276 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,051,000 2,0						
Miscellaneous Other Charges 15,700 1,000 1,000 1,000 1,000 Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental Employee Benefits 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087						
Rentals and Leases 1,169 1,276 1,276 1,276 1,276 Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087						
Capital Outlay 2,579,524 2,132,500 2,259,500 2,051,000 2,051,000 Nondepartmental 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087						
Nondepartmental 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087						
Employee Benefits 13,586 16,280 18,440 18,440 29,228 Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087	±	2,319,324	2,132,300	2,239,300	2,051,000	2,031,000
Bond Issue Expenses 11,211 0 0 0 0 Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087		12 506	16 290	19 440	19 440	20.229
Debt Service (13,800) 166,180 209,033 206,658 221,319 TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087						
TOTAL EXPENSES AND TRANSFERS \$4,089,432 \$4,007,103 \$4,285,685 \$4,083,310 \$4,105,087	1					
		-				
ENDING FUNDS (DESIGNATED) \$1,988,625 \$321,640 \$282,486 \$284,861 \$251,074	TOTAL EXPENSES AND TRANSFERS	\$4,089,432	\$4,007,103	\$4,285,685	\$4,083,310	\$4,105,087
	ENDING FUNDS (DESIGNATED)	\$1,988,625	\$321,640	\$282,486	\$284,861	\$251,074



Fleet Services Fund Operating Budget Description

The Proposed FY 2005 Fleet Services budget of \$4,083,310 represents a 24.2% decrease of \$1,300,312 as compared to the Amended FY 2004 budget of \$5,383,622.

Significant changes introduced in the Requested FY 2005 budget include:

- ♦ \$75,000 increase in Fuel Purchases reflecting an increase in fuel usage and an increase from \$1.00/gallon to \$1.10/gallon in the budgeted fuel price.
- ♦ \$121,000 increase in Vehicle Replacement reflecting an increase of \$144,000 in Light Vehicles and a decrease of \$23,000 in Heavy Equipment/Vehicles requested for FY 2005.
- ♦ \$1,447,937 decrease in Heavy Equipment/Vehicles for items that have been encumbered in FY 2004 compared to planned purchases for FY 2005.

The Department requested \$4,285,685.

Major items requested not proposed for funding include:

- ♦ \$200,000 reduction in Capital Outlay based on ability to re-evaluate purchases without losing sight of goals.
- ♦ \$2,375 reduction in Debt Service.

The Proposed FY 2005 Fleet Services Budget was adopted with the following changes:

- \$10,788 increase in Employee Benefits reflecting a two percent general salary increase.
- \$3,672 decrease reflecting the continuation of the group life insurance premium holiday.
- ♦ \$14,661 increase in Debt Service.